

Arbutus Folk School Code of Conduct

The Arbutus Folk School mission is to enrich lives and build community through experiential learning in arts, craft, and culture. To fulfill this mission, Arbutus Folk School requires that all students, instructors, staff, board, volunteers, resident artists, and program participants contribute to a respectful and welcoming environment free of discrimination, aggression, and harassment:

Be considerate and respectful. Refrain from disrespectful behavior. When asked to stop, do so. Resolve disagreements calmly and with compassion, or step away. Any aggressive, intimidating, sexual, or abusive action, confrontation, communication, or gesture is strictly prohibited.

Support all members of your community. There is no tolerance at Arbutus Folk School for racist, homophobic, or bigoted language and behavior. Any speech or behavior that belittles or demeans any individual on the basis of ethnicity, religion, color, gender, age, national origin, disability, veteran status, or any other protected status is strictly prohibited.

A breach of the above Code of Conduct occurring in the context of any Arbutus Folk School activities, platforms, programs, and services may result in written reprimand, removal from the space, permanent ban, or further actions. Arbutus Folk School reserves the right to immediately remove from the premises anyone who is perceived to be creating an unsafe or harmful environment. This includes the right of Arbutus Folk School staff and instructors to remove program participants at any time, with no refund, course make-up, or other compensation provided. Behaviors listed in this Code of Conduct are not exhaustive, and any inappropriate behaviors remain subject to consequences.

Anyone affected by or witnessing a perceived Code of Conduct infraction may report the incident [here](#). If you are unsure whether an incident represents an infraction, but have felt unsafe or unwelcome as a result of the incident, you are encouraged to complete the form.¹

Submissions will be received by a Board Committee, and can be made with or without name and contact information for the person reporting. Those who provide contact information will receive a response within 48 hours. Submissions will be fully investigated by the Board Committee, and action will be taken with utmost urgency to address the incident and prevent a recurrence. Board Committee action will be focused on the protection and support of affected persons.

¹ Complaints regarding ‘reverse’ -isms, including ‘reverse racism’, ‘reverse sexism’, and ‘cisphobia’; reasonable communication of boundaries, such as “leave me alone,” “go away” or “I am not discussing this with you”; communication in a tone you don’t find congenial; or correction of racist, sexist, or bigoted behavior or language will not be acted upon.